



MEMORANDUM OF UNDERSTANDING (MOU)

Between

California Department of Aging

and

and

and

This is an agreement between the California Department of Aging, hereinafter called CDA, and local core partner organizations that are designated as an Aging and Disability Resource Connection (ADRC) partnership, hereinafter called --- .

1. PURPOSE AND SCOPE

The purpose of this MOU is to designate _____ as an ADRC core partner effective _____ and establish an agreement between CDA and ADRC core partners that is consistent with the State's ADRC Designation Criteria, which is incorporated herein.

2. BACKGROUND

The ADRC is a partnership model whereby local Area Agencies on Aging (AAA) and Independent Living Centers (ILC) collaborate, share resources and develop efficiencies that help to respond to increasing service demand and shrinking public resources. The ADRC Designation Criteria and ADRC Application procedures have been jointly developed by state and local stakeholders to bring about system changes in a collaborative manner that leverages existing expertise and is familiar to local consumers. ADRC partners are dedicated to developing California's long-term support infrastructure to increase consumer access to home and community-based Long-Term Services and Supports (LTSS) and diverting persons with disabilities and older adults from unnecessary institutionalization.



CDA supports the ADRC model as a way for local aging and disability network organizations to respond collaboratively to funding opportunities, increase consumers' access to any publicly or privately funded services for which they are eligible, create innovative business models for maximizing revenues, and/or discover operational efficiencies that can benefit the core and extended ADRC partner organizations.

3. CDA RESPONSIBILITIES UNDER THIS MOU

- i. Develop administrative procedures for State designation of local ADRC partnerships.
- ii. Promote the ADRC partnership model at the state, federal, and local levels.
- iii. Provide technical assistance and training to core and extended ADRC partner organizations.
- iv. Conduct presentations on the ADRC model to interested groups.
- v. Convene a minimum of five ADRC Advisory Committee meetings annually as a forum for stakeholder input and collaboration.

4. LOCAL ADRC PARTNER RESPONSIBILITIES

- i. Identify at least two staff persons who will represent the local ADRC partnership for State ADRC-related communications.
- ii. Convene a local ADRC Advisory Committee in order to involve local consumers and other stakeholders.
- iii. Ensure and monitor local operations for consistency with the state's ADRC Designation Criteria.
- iv. Provide ADRC services in a manner that is person-centered. The core and extended partners shall consider and whenever possible support the personal preference of the service recipient.
- v. Actively develop and implement the core partnership and connections with extended partners as an ongoing system improvement process.
- vi. Provide all four core ADRC services identified in the State's ADRC Designation Criteria.
- vii. Promote the ADRC partnership model among peers in other areas of the state.
- viii. Actively participate in CDA sponsored ADRC trainings and ADRC Advisory Committee meetings.

5. IT IS MUTUALLY UNDERSTOOD AND AGREED BETWEEN THE PARTIES THAT:

- i. The participation of an entity as an ADRC partner is voluntary.



- ii. Local ADRC partners may dissolve the partnership at any time upon 30 days written notice to CDA.
- iii. An ADRC Designation may be withdrawn by CDA if it determines that ADRC Designation Criteria have not been met and/or the core ADRC services are not available to consumers. In such case, CDA will send a letter notifying _____ of the withdrawal of the ADRC Designation. The designation withdrawal shall be effective 14 days from the date of the letter. There are no appeal rights when an ADRC designation is withdrawn.

6. FUNDING: This MOU does not include funding.

7. EFFECTIVE DATE AND SIGNATURE

This MOU and ADRC Designation of _____ shall be effective upon the signature of authorized officials from CDA and the core ADRC partner organizations named above. This MOU shall remain in effect until terminated.

, Director
California Department of Aging

Date

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Date

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Date

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Date